



## **CI ADVISORY COMMITTEE**

Meeting Minutes

March 21, 2024, 9:00AM – 11:00AM

Location: Correctional Industries (CI) Headquarters and Virtual TEAMS options

### **PRESENT**

Committee Members: Senator Claire Wilson, Representative Mary Fosse, Marianna Hyke, Loren Taylor, Chris Elwell, David Aiken, Terri Fortner, Dr. Faith Lutze

CI/DOC Staff: Sean Murphy, Danielle Armbruster, Jamie Dolan, Todd Cunnington, Lindsey Konrad, Ryan Sadler, Vicki Hoffman, Mimi Jansen, Sarah Goff, CI CMT

The meeting was called to order at 9:00 a.m.

### **WELCOME**

Jamie Dolan, Director, welcomes everyone to the 1<sup>st</sup> Quarter Correctional Industries (CI) Advisory Committee Meeting. Jamie Dolan welcomes new members David Aiken, Dr. Lutze, Minna Long, and Marianna Hyke.

Deputy Secretary Sean Murphy welcomes everyone.

Assistant Secretary Danielle Armbruster welcomes everyone.

### **BUSINESS MEETING**

#### **Approval of 12/2023 Meeting Minutes:**

A motion was made for approval and seconded. The minutes were approved as submitted.

Assistant Directors review Operational Reports for appropriate sites.

### **NEW BUSINESS**

Jamie Dolan gives a high-level overview of what a future Denture Project would look like at Stafford Creek Corrections Center.

Jamie Dolan speaks to the committee about revamping the CI Advisory Committee Guideline.

### **OLD BUSINESS**

Deputy Director Todd Cunnington gives a high-level overview of CI financials and License Plate Production.

Assistant Director Vicki Hoffman gives a brief overview of the Microsoft Dynamics 365 significant IT project.

Brand and Mission Administrator, Mimi Jansen presents an overview of Workforce Development.

### **OPEN FORUM: 10:25**



WASHINGTON STATE  
CORRECTIONAL INDUSTRIES

No questions were asked from the public.

**Conclusion of meeting**

Director Jamie Dolan concludes by thanking everyone for attending today's meeting.

**The meeting adjourned at 10:53 a.m.**